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United Nations Mission for Ebola Emergency Response and the Office of the Special Envoy on Ebola

Report of the Secretary-General

Summary

The present report contains the estimated preliminary resource requirements for the United Nations Mission for Ebola Emergency Response (UNMEER) and the Office of the Special Envoy on Ebola, established by the Secretary-General following the adoption of General Assembly resolution 69/1 and on the basis of the identical letters dated 17 September 2014 from the Secretary-General addressed to the President of the General Assembly and the President of the Security Council (A/69/389-S/2014/679).

The preliminary requirements for the period from 19 September to 31 December 2014 for UNMEER and the Office of the Special Envoy on Ebola amount to $49,943,600 (net of staff assessment). Pending the submission of a detailed revised programme budget during the latter part of the main part of its sixty-ninth session, the General Assembly is requested to approve the preliminary proposals of the Secretary-General and to authorize him to enter into commitments in an amount not exceeding $49,943,600 for UNMEER and the Office of the Special Envoy on Ebola.

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I. Background

1. In his identical letters dated 17 September 2014 addressed to the President of the General Assembly and the President of the Security Council (A/69/389-S/2014/679), the Secretary-General highlighted the worsening situation emanating from Ebola virus disease in West Africa and its multidimensional effect on political, social, economic, humanitarian, logistical and security spheres, and stated his intention to establish the United Nations Mission for Ebola Emergency Response (UNMEER).

2. In its resolution 2177 (2014), the Security Council requested the Secretary-General to help ensure that all relevant United Nations system entities, including the World Health Organization (WHO) and the United Nations Humanitarian Air Service, in accordance with their respective mandates, accelerated their response to the Ebola outbreak, including by supporting the development and implementation of preparedness and operational plans, and liaison and collaboration with Governments of the region and those providing assistance.

3. In its resolution 69/1, the General Assembly, inter alia, welcomed the intention of the Secretary-General to establish UNMEER and requested him to take such measures as might be necessary for the prompt execution of his intention and to submit a detailed report thereon for consideration by the Assembly at its sixty-ninth session.

4. The resource requirements for UNMEER and the Office of the Special Envoy on Ebola for the period from 19 September to 31 December 2014 are estimated at $49,943,600. Pending the submission of a detailed revised programme budget during the latter part of the main part of the sixty-ninth session of the General Assembly, it is proposed that the Assembly approve the estimated preliminary resources for UNMEER and the Office of the Special Envoy on Ebola and authorize the Secretary-General to enter into commitments in an amount not exceeding $49,943,600. Expenditure against the commitment being requested at present will be reported in the context of the detailed revised programme budget for UNMEER and the Office of the Special Envoy on Ebola for the biennium 2014-2015 and appropriation as necessary will be sought in the context of the same report. Given the thematic nature of the emergency response, the Mission and the Office of the Special Envoy on Ebola would be incorporated into section 27, Humanitarian assistance, of the programme budget for the biennium 2014-2015.

II. Strategic priorities, guiding principles and resourcing assumptions

5. Working with Member States, regional and subregional organizations as well as other partners, UNMEER will pursue five strategic priorities: stop the spread of the disease; treat the infected; ensure essential services; preserve stability; and prevent the spread of the disease to countries currently unaffected.

6. The work of the Mission will be guided by six principles: reinforce government leadership; deliver a rapid impact on the ground; closely coordinate and collaborate with actors outside the United Nations; tailor responses to the particular needs in the different countries; reaffirm the leadership of WHO on all health issues;

and identify benchmarks for transition post-emergency and ensure that actions strengthen systems.

7. Building on those principles, UNMEER will focus on the following mission-critical actions: identification and tracing of people with Ebola virus disease; care for the infected and infection control; safe and dignified burials; medical care for responders; food security and nutrition; access to basic health services; cash incentives for health workers; economic protection and recovery; supplies of material and equipment; transportation and fuel; social mobilization; and messaging.

8. The resourcing assumptions stem from the ongoing planning process for the deployment of the Mission, coordinated across departments in the Secretariat and with partners across the United Nations system, including with the Special Envoy on Ebola and the Director General of WHO.

9. The framework for the deployment of the Mission to lead a rapid, effective and coherent response to the Ebola outbreak continues to evolve, and in that context it is expected that elements of the assumptions, including staffing and operational requirements set out below, will be refined as engagement with the international community continues. Those assumptions, therefore, reflect the preliminary funding requirements for the immediate commencement of work in situ in order to accelerate the deployment of critical personnel and other resources to support the national efforts in the most affected countries.

III. Mission profile

10. UNMEER will work closely with and draw upon the support of the existing United Nations presence in the area, relying on the technical capabilities and expertise of WHO, the resources of the World Bank and the International Monetary Fund, and the situational awareness and capacities of United Nations agencies, funds and programmes and the United Nations Mission in Liberia.

11. UNMEER will be reinforced by the work of the Special Envoy of the Secretary-General on Ebola (Under-Secretary-General), who will continue to represent the United Nations system and provide overarching strategic leadership, coordination and guidance, including through consultations with the Member States and other stakeholders, as well as lead international efforts to mobilize and sustain the necessary political will and strategic resources.

12. The Special Representative of the Secretary-General and head of mission will lead the Mission's effort to build and maintain a regional operational platform, ensuring the rapid delivery of international assistance against the needs identified in the affected States, lead the Ebola emergency response at the operational level and provide operational strategic direction to the United Nations system, the United Nations country teams and other implementing partners on the ground.

13. The Mission's headquarters will be established in Accra and consist of four pillars, comprising a medical response led by a Director of Health (D-2); operational coordination and planning led by a Director of Operations (D-2); essential services response led by a Director of Essential Services (D-2); and an in-country crisis response team in the three affected countries (Guinea, Liberia and Sierra Leone), each led by an Ebola Crisis Manager (Assistant Secretary-General). UNMEER mission support will be led by a Director of Mission Support (D-2).

14. The Mission and the Office of the Special Envoy on Ebola will have a total staffing structure of 283 positions (2 Under-Secretary-General, 3 Assistant Secretary-General, 5 D-2, 12 D-1, 25 P-5, 38 P-4, 48 P-3, 84 Field Service, 8 General Service-Other level, 23 National Professional Officer, 30 Local level and 5 United Nations Volunteer), with 93 staff based in Accra, 52 based in each of the affected countries, 7 integrated into the Regional Service Centre in Entebbe, Uganda, and 6 based in New York, focused on Member State liaison, engagement and reporting.

15. While existing capacities will be leveraged in order to achieve efficiencies, the scale and scope of the required response has necessitated a strengthening of backstopping requirements at Headquarters in support of UNMEER and the Office of the Special Envoy on Ebola. Staffing requirements in that regard include 20 positions, comprising requirements for strengthened medical services, procurement, budgetary and human resources capacities in the Department of Management (9 positions) and for strengthened administrative, personnel logistics and information and communications capacities in the Department of Field Support (11 positions).

16. The immediate focus of the Mission will be to provide overall coordination and strategic guidance to the efforts of the United Nations country teams in support of the Ebola crisis and to fill gaps where needed.

17. Establishment costs will be limited to initial operational requirements for ground transportation, information and communications technology and medical equipment, including personal protective and safety equipment. Requirements for premises and offices will be met through co-location in existing partner facilities and, where there are gaps, through the rental of premises, until arrangements are made for offices and facilities provided by host countries.

18. Significant travel to establish and sustain the coordination platform will be required, including a dedicated liaison aircraft to support an array of coordination activities across the region, supplemented by commercial travel and other United Nations air assets as necessary. Six utility helicopters will also be required to provide logistical support (two in each of Guinea, Liberia and Sierra Leone).

19. A key enabler will be medical evacuation capacity, for which a provision for immediate response will be required. Heavy airlift support will also be essential for the deployment of key assets and other medical resources. Those requirements will be supplemented by donor contributions and resources of partners.

20. In addition, funding will be needed to support initial training infrastructure requirements and to address any immediate capacity gaps, including the establishment of Ebola treatment centres, if necessary, pending the deployment of appropriate and available bilateral and multilateral resources.

21. A multi-partner trust fund has also been established to channel human, material, logistical and financial resources from Member States and other stakeholders to the operational response.

IV. Resource requirements

22. The total requirements for UNMEER and the Office of the Special Envoy on Ebola for the period from 19 September to 31 December 2014 amount to $49,943,600 and would provide for civilian personnel comprising 283 general temporary assistance-funded positions, official travel, facilities and infrastructure, ground transportation, air transportation, communications, information technology, medical, and other supplies, services and equipment. More detailed information is provided in annexes I, II and III to the present report.

V. Action requested of the General Assembly

23. **Pending the submission of a detailed revised programme budget during the latter part of the main part of its sixty-ninth session, the General Assembly is requested to approve the estimated preliminary resource requirements of UNMEER and the Office of the Special Envoy on Ebola and to authorize the Secretary-General to enter into commitments in an amount not exceeding $49,943,600.**

Annex I

Summary of estimated preliminary resource requirements

(Thousands of United States dollars)

Category of expenditure	*19 September to 31 December 2014*
I. Civilian personnel	
1. International staff	5 247.0
2. National staff	223.5
3. United Nations Volunteers	191.0
Total, category I	**5 671.0**
II. Operational costs	
1. Official travel	2 500.0
2. Facilities and infrastructure	3 980.0
3. Ground transportation	3 530.4
4. Air transportation	9 071.7
5. Communications	1 975.0
6. Information technology	575.0
7. Medical	5 150.0
8. Other supplies, services and equipment	17 500.0
Total, category II	**44 282.1**
Total (net of staff assessment)	**49 943.6**

International staff ($5,247,000)

1. A provision of $5,247,000 is requested for salaries and common staff costs for the proposed 225 international positions (2 Under-Secretary-General, 3 Assistant Secretary-General, 5 D-2, 12 D-1, 25 P-5, 38 P-4, 48 P-3, 84 Field Service and 8 General Service-Other level) for UNMEER and the Office for Special Envoy on Ebola. The proposed amount takes into account a planned phased deployment and a 50 per cent vacancy rate. Ninety-three of the proposed staff, excluding the Special Envoy (69 international staff, 19 national staff and five United Nations Volunteers), would be based in Accra. Fifty-two staff (43 international and 9 national) would be based in each of the three countries affected. Six international staff would be based in the Mission's New York liaison office for Member State liaison, engagement and reporting, and seven national staff would be based in the Regional Service Centre in Entebbe for backstopping.

2. In addition, the scale and scope of the required response has necessitated a strengthening of backstopping requirements at Headquarters in support of UNMEER and the Office of the Special Envoy on Ebola. Staffing requirements in this regard include 20 positions, comprising requirements for strengthened medical services, procurement, budgetary and human resources capacities in the Department of Management (9 positions) and for strengthened administrative, personnel, logistics

and information and communications technology capacities in the Department of Field Support (11 positions).

National staff ($223,500)

3. An amount of $223,500 is proposed to provide for salaries and common staff costs for the proposed 53 national positions (23 National Professional Officer and 30 General Service-Local level). The proposed amount takes into account the planned phased deployment and a 50 per cent vacancy rate.

United Nations Volunteers ($191,000)

4. A provision of $191,000 is requested to cover the costs of the proposed five United Nations Volunteers to be based in Accra as the administrative unit to manage services to be received through the use of United Nations Volunteer medical specialists or other United Nations Volunteers. A vacancy factor of 50 per cent has been used in estimating the requirement.

Official travel ($2,500,000)

5. A provision in the amount of $2,500,000 is requested to support the initial surge deployments, in the form of temporary duty staff from across the Secretariat and the United Nations system, to provide for the official travel of Mission staff within the region and to engage with various stakeholders and partners.

Facilities and infrastructure ($3,980,000)

6. An amount of $3,980,000 is proposed for the acquisition of field defence, security, personal protection and other equipment; the rental of premises for various Mission locations in Ghana, Guinea, Liberia and Sierra Leone; maintenance services; and fuel, oil and lubricants for the Mission.

Ground transportation ($3,530,400)

7. Requirements for ground transportation are estimated at $3,530,400. The provision would cover the acquisition of 60 4x4 vehicles and 10 ambulances, as well as related fuel and spare parts. While this provision would provide for the most immediate acquisition needs, this would be supplemented by ground transportation assets, to be drawn from across existing field operations.

Air transportation ($9,071,700)

8. The amount of $9,071,700 would provide for the rental and operation of a fixed-wing aircraft, to be based primarily in Accra to support the extensive coordination and response requirements, and six utility helicopters, to be based in the affected countries to provide for essential logistical requirements; liability insurance; fuel, oil and lubricants; and landing fees and services.

Communications ($1,975,000)

9. A provision of $1,975,000 is requested for the acquisition of communications equipment, including VHF and UHF equipment and other essential communications equipment, required to establish a secure and functioning communications and

information technology infrastructure, as well as satellite services and commercial communications.

Information technology ($575,000)

10. The proposed amount of $575,000 would provide for the acquisition of information technology equipment, including computing devices, network routers, uninterrupted power supply units and other essential information technology equipment, required to establish a secure and functioning communications and information technology infrastructure.

Medical ($5,150,000)

11. A provision of $5,150,000 is requested to provide for the acquisition of medical equipment to support Ebola treatment centres, related medical services, including the cost of medical doctors and nurses to be deployed, and a training infrastructure, and to fill gaps where needed.

Other supplies, services and equipment ($17,500,000)

12. An amount of $17,500,000 is requested to provide support for critical training to prevent the outbreak of Ebola, including pre-deployment training across Mission locations in Ghana, Guinea, Liberia and Sierra Leone ($2 million), as well as airlift and other freight costs to deploy critical assets, including vehicles, personal protection equipment and critical supplies, in response to Ebola ($7.5 million). It is estimated that a minimum of 10 airlifts will be required to deploy such assets in the initial deployment phase. The provision also includes an amount of $8 million for various services to strengthen the capacity of United Nations country teams and other implementing partners on the ground and to fill immediate and temporary gaps where necessary to ensure the delivery of and access to health, food, water, sanitation, hygiene and other essential services, including the delivery of poverty and early recovery programmes. The provisions will also provide for operational support requirements in connection with the delivery of those services. This provision would allow the Mission to be able to act and respond quickly to critical needs immediately upon deployment.

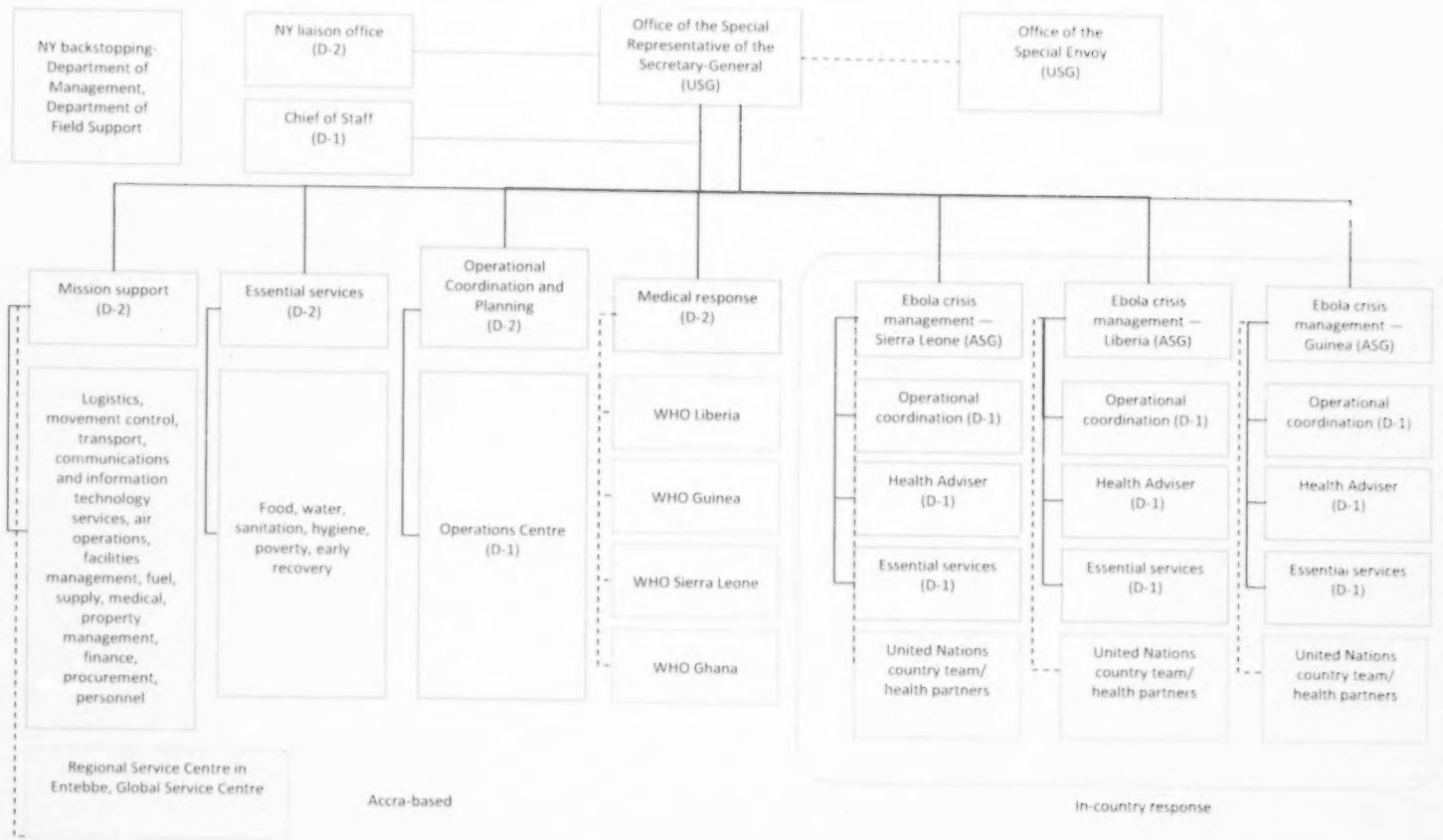
Annex II

Staffing summary

UNMEER Office of the Special Envoy summary staffing complement 2014	*USG*	*ASG*	*D-2*	*D-1*	*P-5*	*P-4*	*P-3*	*FS*	*GS*	*International total*	*NPO*	*NGS*	*National total*	*UNV*	*Total*
Special Envoy	1									1					1
Accra	1		4	3	7	12	15	27		69	8	11	19	5	93
Guinea		1		3	4	6	10	19		43	4	5	9		52
Sierra Leone		1		3	4	6	10	19		43	4	5	9		52
Liberia		1		3	4	6	10	19		43	4	5	9		52
New York liaison office			1		1	2			2	6			–		6
Regional Service Centre in Entebbe										–	3	4	7		7
Mission subtotal	**2**	**3**	**5**	**12**	**20**	**32**	**45**	**84**	**2**	**205**	**23**	**30**	**53**	**5**	**263**
Headquarters backstopping in New York															
Department of Management															
Medical Support Division, New York					1	2			3	6			–		6
Procurement Division					1	1				2			–		2
Office of Programme Planning, Budget and Accounts						1				1			–		1
Department of Field Support					3	2	3		3	11			–		11
Headquarters backstopping in New York subtotal	–	–	–	–	**5**	**6**	**3**	–	**6**	**20**	–	–	–	–	**20**
UNMEER/Office of the Special Envoy total	**2**	**3**	**5**	**12**	**25**	**38**	**48**	**84**	**8**	**225**	**23**	**30**	**53**	**5**	**283**

Annex III

UNMEER/Office of the Special Envoy structure


NY backstopping- Department of Management, Department of Field Support
NY liaison office (D-2)
Chief of Staff (D-1)
Office of the Special Representative of the Secretary-General (USG)
Office of the Special Envoy (USG)
Mission support (D-2)
Logistics, movement control, transport, communications and information technology services, air operations, facilities management, fuel, supply, medical, property management, finance, procurement, personnel
Regional Service Centre in Entebbe, Global Service Centre
Essential services (D-2)
Food, water, sanitation, hygiene, poverty, early recovery
Operational Coordination and Planning (D-2)
Operations Centre (D-1)
Medical response (D-2)
WHO Liberia
WHO Guinea
WHO Sierra Leone
WHO Ghana
Accra-based
Ebola crisis management — Sierra Leone (ASG)
Operational coordination (D-1)
Health Adviser (D-1)
Essential services (D-1)
United Nations country team/ health partners
Ebola crisis management — Liberia (ASG)
Operational coordination (D-1)
Health Adviser (D-1)
Essential services (D-1)
United Nations country team/ health partners
Ebola crisis management — Guinea (ASG)
Operational coordination (D-1)
Health Adviser (D-1)
Essential services (D-1)
United Nations country team/ health partners
In-country response